



August 25, 2015

To: Prospective Quoters

Subject: Request for Quotation number: STC10015R0003

Enclosed is a Request for Proposal (RFP) for **Outgoing Diplomatic Pouch services**. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation; complete the required portions of the attached document.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Quotation can be submitted in a sealed envelope marking "Quotation Enclosed" to the Contracting Officer, U.S. Embassy, Plot 38, Sector W59-02, Street No. 18, Airport Road, Abu Dhabi, United Arab Emirates. Electronic submission is unacceptable due to the volume and size of the file. RFQ closing date is **September 23, 2015 at 5:00pm** local time. No quotations will be accepted after this time.

Sincerely,

Kim Sanoussy
Contracting Officer



Enclosure: SF1449 and solicitation